

## Student Enrollment File Layout

Column	Field <sup>1</sup>	Description	Values/ Format	Max Length
A	District Number	<ul style="list-style-type: none"> <li>The number assigned to identify the district. This number is unique within the state.</li> </ul>	001 thru 999	3
B	School Number	<ul style="list-style-type: none"> <li>The number assigned to identify the building. This number is unique within the district.</li> </ul>	001 thru 999	3
C	State Student ID	<ul style="list-style-type: none"> <li>The ID assigned to the student by the state. This ID is unique within the state.</li> </ul>	Alpha/Numeric	10
D	Local Student ID	<ul style="list-style-type: none"> <li>The ID assigned to the student by the district. This ID is unique within the district.</li> </ul>	Alpha/Numeric	15
E	District Enrollment Date	<ul style="list-style-type: none"> <li>The date the student enrolled in the district.</li> </ul>	Valid date range is 20 years before to 2 months after current date. Formats accepted include: <MMMM D, YYYY> <YYYY-MM-DD> <M/D/YYYY> <MM/DD/YY> <YYYY-MMM-DD> <M-D-Y> <MMM-DD-YYYY> <DD-MMM-YYYY> <DD-MMM-YY> <MMM-DD-YY> <YYYYMMDD> <YYMMDD>	
F	School Enrollment Date	<ul style="list-style-type: none"> <li>The date the student enrolled in the school.</li> </ul>	Valid date range is 20 years before to 2 months after current date. Formats accepted include: <MMMM D, YYYY> <YYYY-MM-DD> <M/D/YYYY> <MM/DD/YY> <YYYY-MMM-DD> <M-D-Y> <MMM-DD-YYYY> <DD-MMM-YYYY> <DD-MMM-YY> <MMM-DD-YY> <YYYYMMDD> <YYMMDD>	
G	Student Last Name		Alpha	20
H	Student First Name		Alpha	20
I	Student Middle Initial		Alpha	1
J	Student Date of Birth		Valid date range is 20 years to current date. Formats accepted include: <MMMM D, YYYY> <YYYY-MM-DD> <M/D/YYYY> <MM/DD/YY> <YYYY-MMM-DD> <M-D-Y> <MMM-DD-YYYY> <DD-MMM-YYYY> <DD-MMM-YY> <MMM-DD-YY> <YYYYMMDD> <YYMMDD>	
K	Student Gender		M = Male F = Female	1
L	Student Grade		PK = Pre-Kindergarten/Preschool KG = Kindergarten 01 thru 13 = Grade 01 thru Grade 13 14 = Postsecondary 99 = Other	2

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Column	Field <sup>1</sup>	Description	Values/ Format	Max Length
M	Student Ethnicity Code		<b>01</b> = American Indian or Alaskan Native <b>02</b> = Asian <b>03</b> = Black/African American <b>04</b> = Native Hawaiian or Other Pacific Islander <b>05</b> = White <b>06</b> = Hispanic or Latino <b>07</b> = Other/Unknown	2
<b>Teachers and Classes</b>				
N	Reading Teacher ID	<ul style="list-style-type: none"> <li>An alpha/numeric code to uniquely identify a teacher.</li> </ul>		25
O	Reading Teacher	<ul style="list-style-type: none"> <li>A free-form text field to identify the student's teacher.</li> </ul>	Note: The system will accept as many characters as submitted, but this field will be truncated at 15 characters for reporting purposes.	15
P	Reading Class Description	<ul style="list-style-type: none"> <li>A free-form text field to identify the class in which to report the student.</li> </ul>	Note: The system will accept as many characters as submitted, but this field will be truncated at 35 characters for reporting purposes.	35
Q	Mathematics Teacher ID	<ul style="list-style-type: none"> <li>An alpha/numeric code to uniquely identify a teacher.</li> </ul>		25
R	Mathematics Teacher	<ul style="list-style-type: none"> <li>A free-form text field to identify the student's teacher.</li> </ul>	Note: The system will accept as many characters as submitted, but this field will be truncated at 15 characters for reporting purposes.	15
S	Mathematics Class Description	<ul style="list-style-type: none"> <li>A free-form text field to identify the class in which to report the student.</li> </ul>	Note: The system will accept as many characters as submitted, but this field will be truncated at 35 characters for reporting purposes.	35
T	Language Usage Teacher ID	<ul style="list-style-type: none"> <li>An alpha/numeric code to uniquely identify a teacher.</li> </ul>		25
U	Language Usage Teacher	<ul style="list-style-type: none"> <li>A free-form text field to identify the student's teacher.</li> </ul>	Note: The system will accept as many characters as submitted, but this field will be truncated at 15 characters for reporting purposes.	15
V	Language Usage Class Description	<ul style="list-style-type: none"> <li>A free-form text field to identify the class in which to report the student.</li> </ul>	Note: The system will accept as many characters as submitted, but this field will be truncated at 35 characters for reporting purposes.	35
W	Science Teacher ID	<ul style="list-style-type: none"> <li>An alpha/numeric code to uniquely identify a teacher.</li> </ul>		25
X	Science Teacher	<ul style="list-style-type: none"> <li>A free-form text field to identify the student's teacher.</li> </ul>	Note: The system will accept as many characters as submitted, but this field will be truncated at 15 characters for reporting purposes.	15
Y	Science Class Description	<ul style="list-style-type: none"> <li>A free-form text field to identify the class in which to report the student.</li> </ul>	Note: The system will accept as many characters as submitted, but this field will be truncated at 35 characters for reporting purposes.	35
<b>Alternate Assessment Flags</b>				
Z	Reading AA	AAR	<b>Y</b> = Student takes the Alternate Assessment in Reading. <b>N/&lt;blank&gt;</b> = Student takes the ISAT in Reading.	1

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Column	Field <sup>1</sup>	Description	Values/ Format	Max Length
AA	Mathematics AA	AAM	Y = Student takes the Alternate Assessment in Mathematics. N/<blank> = Student takes the ISAT in Mathematics.	1
AB	Language Usage AA	AAL	Y = Student takes the Alternate Assessment in Language Usage. N/<blank> = Student takes the ISAT in Language Usage.	1
AC	Science AA	AAS	Y = Student takes the Alternate Assessment in Science. N/<blank> = Student takes the ISAT in Science.	1
<b>Accommodation Codes</b>				
<b>Reading (ACR)</b>				
AD	Reading Accommodation 1	<ul style="list-style-type: none"> <li>The type of form to be used by the student as an accommodation.</li> </ul>	P = Paper/Pencil L = Large Print B = Braille N/<blank> = None	1
AE	Reading Accommodation 2	<ul style="list-style-type: none"> <li>Types of accommodations include setting, administration and presentation, scheduling, response, and Assistive Technology (AT).</li> </ul>	Y = Student uses an accommodation <u>other than</u> Paper/Pencil, Large Print, or Braille for Reading. N/<blank> = Student does not use an accommodation or only uses a Paper/Pencil, Large Print, or Braille accommodation for Reading.	1
AF	Reading Accommodation 3	(Reserved for future use.)	N/<blank> = None (Reserved for future use.)	1
AG	Reading Adaptation	<ul style="list-style-type: none"> <li>Adaptations invalidate the test results. If adaptations are used, the student is deemed not proficient and will not be counted towards participation.</li> </ul>	Y = Student uses an adaptation in Reading. N/<blank> = Student does not use an adaptation in Reading.	1
<b>Mathematics (ACM)</b>				
AH	Mathematics Accommodation 1	<ul style="list-style-type: none"> <li>The type of form to be used by the student as an accommodation.</li> </ul>	A = Audio P = Paper/Pencil L = Large Print B = Braille N/<blank> = None	1
AI	Mathematics Accommodation 2	<ul style="list-style-type: none"> <li>Types of accommodations include setting, administration and presentation, scheduling, response, and Assistive Technology (AT).</li> </ul>	Y = Student uses an accommodation <u>other than</u> Audio, Paper/Pencil, Large Print, or Braille for Mathematics. N/<blank> = Student does not use an accommodation or only uses an Audio, Paper/Pencil, Large Print, or Braille accommodation for Mathematics.	1
AJ	Mathematics Accommodation 3	(Reserved for future use.)	N/<blank> = None (Reserved for future use.)	1

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Column	Field <sup>1</sup>	Description	Values/ Format	Max Length
AK	Mathematics Adaptation	<ul style="list-style-type: none"> <li>Adaptations invalidate the test results. If adaptations are used, the student is deemed not proficient and will not be counted towards participation.</li> </ul>	<b>Y</b> = Student uses an adaptation in Mathematics. <b>N/&lt;blank&gt;</b> = Student does not use an adaptation in Mathematics.	1
<b>Language Usage (ACL)</b>				
AL	Language Usage Accommodation 1	<ul style="list-style-type: none"> <li>The type of form to be used by the student as an accommodation.</li> </ul>	<b>A</b> = Audio (available in spring 2009) <b>P</b> = Paper/Pencil <b>L</b> = Large Print <b>B</b> = Braille <b>N/&lt;blank&gt;</b> = None	1
AM	Language Usage Accommodation 2	<ul style="list-style-type: none"> <li>Types of accommodations include setting, administration and presentation, scheduling, response, and Assistive Technology (AT).</li> </ul>	<b>Y</b> = Student uses an accommodation <u>other than</u> Audio, Paper/Pencil, Large Print, or Braille for Language Usage. <b>N/&lt;blank&gt;</b> = Student does not use an accommodation or only uses an Audio, Paper/Pencil, Large Print, or Braille accommodation for Language Usage.	1
AN	Language Usage Accommodation 3	(Reserved for future use.)	<b>N/&lt;blank&gt;</b> = None (Reserved for future use.)	1
AO	Language Usage Adaptation	<ul style="list-style-type: none"> <li>Adaptations invalidate the test results. If adaptations are used, the student is deemed not proficient and will not be counted towards participation.</li> </ul>	<b>Y</b> = Student uses an adaptation in Language Usage. <b>N/&lt;blank&gt;</b> = Student does not use an adaptation in Language Usage.	1
<b>Science (ACS)</b>				
AP	Science Accommodation 1	<ul style="list-style-type: none"> <li>The type of form to be used by the student as an accommodation.</li> </ul>	<b>A</b> = Audio <b>P</b> = Paper/Pencil <b>L</b> = Large Print <b>B</b> = Braille <b>N/&lt;blank&gt;</b> = None	1
AQ	Science Accommodation 2	<ul style="list-style-type: none"> <li>Types of accommodations include setting, administration and presentation, scheduling, response, and Assistive Technology (AT).</li> </ul>	<b>Y</b> = Student uses an accommodation <u>other than</u> Audio, Paper/Pencil, Large Print, or Braille for Science. <b>N/&lt;blank&gt;</b> = Student does not use an accommodation or only uses an Audio, Paper/Pencil, Large Print, or Braille accommodation for Science.	1
AR	Science Accommodation 3	(Reserved for future use.)	<b>N/&lt;blank&gt;</b> = None (Reserved for future use.)	1
AS	Science Adaptation	<ul style="list-style-type: none"> <li>Adaptations invalidate the test results. If adaptations are used, the student is deemed not proficient and will not be counted towards participation.</li> </ul>	<b>Y</b> = Student uses an adaptation in Science. <b>N/&lt;blank&gt;</b> = Student does not use an adaptation in Science.	1
<b>Special Program Flags / Status</b>				

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Column	Field <sup>1</sup>	Description	Values/ Format	Max Length
AT	Economically Disadvantaged	FRL	<b>Y</b> = The student is Economically Disadvantaged. <b>N/&lt;blank&gt;</b> = The student is not Economically Disadvantaged.	1
AU	Gifted and Talented	GAT	<b>Y</b> = The student is in a Gifted and Talented program. <b>N/&lt;blank&gt;</b> = The student is not in a Gifted and Talented program.	1
AV	Homelessness	HML	<b>Y</b> = The student is Homeless. <b>N/&lt;blank&gt;</b> = The student is not Homeless.	1
AW	Private School Student		<b>Y</b> = The student is enrolled in a Private School. <b>N/&lt;blank&gt;</b> = The student is not enrolled in a Private School.	1
AX	Limited English Proficient	LEP	<b>LE</b> = LEP - Limited English Proficient <b>L1</b> = LEP1 - In the first year of U.S. school <b>X1</b> = LEPX1 - Exited first year <b>X2</b> = LEPX2 - Exited second year <b>N/&lt;blank&gt;</b> = Not LEP	2
AY	Migrant	MIG	<b>Y</b> = The student is Migrant. <b>N/&lt;blank&gt;</b> = The student is not Migrant.	1
AZ	Neglected or Delinquent	NOD	<b>Y</b> = The student is Neglected or Delinquent. <b>N/&lt;blank&gt;</b> = The student is not Neglected or Delinquent.	1
BA	Professional Technical Education	PTE Concentrator	<b>Y</b> = PTE Concentrator = The student has completed three (3) or more semesters of a professional-technical program sequence: OR, who has completed all the courses (if less than three semesters) offered in an occupational area; OR, who is enrolled in a state approved professional-technical school. <b>N/&lt;blank&gt;</b> = The student is not in a PTE program.	1
BB	Special Education Status	SPE	<b>SE</b> = SPE - Special Education <b>X1</b> = SPEX1 - Special Education – Exited first year <b>X2</b> = SPEX2 - Special Education – Exited second year <b>N/&lt;blank&gt;</b> = Not Special Education	2
BC	Title I A.	TIA	<b>Y</b> = The student is part of the Title I A. program. <b>N/&lt;blank&gt;</b> = The student is not part of the Title I A. program.	1
BD	504 Plan	504	<b>Y</b> = The student is on a 504 Plan. <b>N/&lt;blank&gt;</b> = The student is not on a 504 Plan.	1
Home School Flags (HMS)				

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Column	Field <sup>1</sup>	Description	Values/ Format	Max Length
BE	Reading Home School		Y = The student is home schooled in Reading. N/<blank> = The student is not home schooled in Reading.	1
BF	Mathematics Home School		Y = The student is home schooled in Mathematics. N/<blank> = The student is not home schooled in Mathematics.	1
BG	Language Usage Home School		Y = The student is home schooled in Language Usage. N/<blank> = The student is not home schooled in Language Usage.	1
BH	Science Home School		Y = The student is home schooled in Science. N/<blank> = The student is not home schooled in Science.	1
<b>Exited Flags</b>				
BI	Reading Exited		Y = The student has exited the district for Reading. N/<blank> = The student has not exited the district for Reading.	1
BJ	Mathematics Exited		Y = The student has exited the district for Mathematics. N/<blank> = The student has not exited the district for Mathematics.	1
BK	Language Usage Exited		Y = The student has exited the district for Language Usage. N/<blank> = The student has not exited the district for Language Usage.	1
BL	Science Exited		Y = The student has exited the district for Science. N/<blank> = The student has not exited the district for Science.	1

**NOTE:** <sup>1</sup> "Field" names are to be used on the Enrollment File exactly as shown here.

Fields highlighted in green are REQUIRED fields.